

RENT STRIKE

Resource and Organizing Package for the 2020 Pandemic #CANCELRENT #KEEPYOURRENT #CANTPAYWONTPAY #RENTSTRIKE

The world is in the grips of a dark, strange and exciting time. Early reports indicate that up to 30% of people may be losing their jobs as a result of the pandemic. With between 59% - 78% of Americans living paycheck-to-paycheck and so many confined in state-mandated isolation, it is obvious that many people are just not going to be able to pay their rents, mortgages, or utilities for some time. While France has suspended rent and utility payments during the crisis, the USA does nothing. Many states have passed 90 day eviction moratoriums and stays for mortgage holders, but there are still few protections for renters, who are quickly becoming among the most vulnerable people in our society. Even many large corporate retailers have announced they will stop paying rent. Surely, some renters will be able to work things out with compassionate landlords, but many will need to band together to resist predation. This document is for all of you.

If you can't pay your rent, or you know someone who won't be able to pay their rent, **now is the time to take action**. Use the form letters below (or make your own!) to start a conversation with your neighbors about a rent strike in your building. If you are a homeowner, see the section for tips on how to talk to your bank about not paying your mortgage. If you are a landlord, please consider reaching out to your tenants to find a way to work together through this crisis.

In the difficult days ahead, we are going to need to form fierce solidarities to protect our communities. We will need to move away from an "every man for himself" approach and start looking out for and caring for each other. It cannot be over-emphasized that the most important foundation of organizing is relationships based on mutual trust and respect. It should also be noted that our current collective experience (a global pandemic in the age of the internet) is fundamentally new territory. This moment offers many new challenges, but also countless possibilities and opportunities for creativity. Many of the resources in this kit are things that have worked under different circumstances than we are now facing, and while they may be effective, now more than ever there is room for innovation. We must recognize this time not as a disaster, but as a moment of infinite possibilities.

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INTRODUCTION: WHAT IS THE 2020 RENT STRIKE?

5 DEMANDS  FOR EMERGENCY COVID-19 SURVIVAL	 FREE HEALTHCARE Free testing, treatment and healthcare for all.
	 NO WORK Suspend work obligations. Guarantee food stamps and sick pay for all.
	 NO PAYING — NO DEBT Suspend all rent, mortgage, utilities, loans, foreclosures, evictions and parking enforcement.
	 FREE THE PRISONERS End bail for jails, deactivate ICE, release detainees, and stop all sweeps of homeless camps.
	 HOMES FOR ALL Open up unoccupied homes to anyone who needs one.

Rent Strike is a collective movement dedicated to withholding payment of rent, organizing in response to the COVID-19 emergency in a way that benefits and meets the needs of everyday people.

RELEVANT DEFINITIONS

Rent Strike: a tactic by which a group of tenants join together in solidarity and refuse to pay rent, usually accompanied by a set of demands.

Rent Freeze: typically means rent is frozen at cost. Tenants still pay rent, but landlords can't raise the rent.

Rent Moratorium/Suspension: a temporary prohibition of rent being charged in a given city, region, or state.

Rent Abolition: rent is eliminated as an acceptable practice. No one can be charged rent.

[Image description: white text on a black background listing the 5 Demands: Free Healthcare; No Work; No Paying - No Debt; Free the Prisoners; Homes for All]

BENEFITS AND RISKS OF NOT PAYING YOUR RENT

What are the **BENEFITS** of not paying your rent?

1. If you can't pay, you just can't pay!
You shouldn't have to choose between buying food or paying rent. You shouldn't have to choose between risking your health, and that of your family, and paying rent.
2. Even if you can afford to pay your rent this month, by participating in a rent strike you can help protect your more vulnerable neighbors.
Some folks have suggested putting your rent in escrow, donating it to a charitable cause or mutual aid network, or paying only the amount of rent necessary to cover utilities or basic maintenance.

What are the **RISKS** of not paying your rent, or organizing a rent strike?

**** DISCLAIMER **** the people who created this document are NOT lawyers. If you want legal advice relevant to your state, we would recommend that you search for your local tenant's union, or state bar association: many bar associations have free legal consultation services that are open to the public. It is important to find and research local information of states and municipalities.

1. You could be evicted.
Many states have passed eviction moratoriums, barring evictions from happening except in certain situations (see [this link](#) for a map of where these policies have been passed). However, if you don't live in one of these states, your landlord could threaten to evict you. Even if you do live in one of these states, your landlord could still illegally threaten to evict you. The more renters in your building you get on board, the better: **they can't evict you all.**
2. Your landlord could threaten to shut off utilities.
Many utility companies have been barred from shutting off electricity or water during this public health crisis - you'll want to check locally to see if that applies to you. Even if it does, your landlord may still threaten to shut off utilities. You'll want to make sure you carefully document any communication your landlord gives you around this, and make sure you have access to the boiler room in your building so that you or another knowledgeable tenant can undo any damage your landlord does.

HOW TO ORGANIZE A RENT STRIKE

Even if you are able to pay rent this month, your support and involvement will help protect those who can't. See below for three simple steps to start coordinating a rent strike in your building.

***Important info on hand-written notes. Please read the following before taking any action*:** If you have any symptoms (eg. cough, fever, difficulty breathing, loss of taste or smell), or have been exposed in the last 14 days to anyone with any symptoms, or anyone who has tested positive for COVID-19, *please do NOT make any handwritten notes*. In general in this moment it is probably best to start with as much phone and digital contacting as possible.

1. Reach out to fellow tenants in your building.

You can text neighbors you already know, and slip handwritten notes under the doors of those you don't. Some people have had success with starting a conversation first about grocery and childcare help in their building, and then raising the topic of a rent strike once a group chat, email thread, or other form of community network is established.

SAMPLE NOTE TO A NEIGHBOR: (Check out some other templates [here](#), or write your own!)

Hi NEIGHBOR! My name is [insert name], and I live in unit [insert room number]. I just wanted to check in on you and our other neighbors during this difficult time. We can practice social distancing and still look out for one another. With that said, I am reaching out to you to see if you are interested in joining a building-wide rent strike. I know that many of our neighbors have lost their jobs because of this crisis and may have trouble paying rent on April 1. If you are interested in joining together to ask our landlord not to collect rent for the month of April, you can text me at [insert phone number]. I'm going to start a group chat of people in our building who are interested in working together on this. The more of us get involved, the more legitimate power we hold as tenants. Thanks, [insert your name]

2. Reach out to your landlord.

This doesn't have to be with a list of firm demands! Some landlords may be understanding and want to work with tenants to find a solution together. That being said, the more neighbors you can get on board, the more weight your letter will hold. Also, you may want to be careful about when you share information with your landlord to limit the action they can take against you early on. You can start with something like the note like the one below, or check out more options [here](#).

Dear [insert landlord's name],

Since March 13, the United States has been in a state of emergency because of the COVID-19 (or coronavirus) global pandemic. Local, state, and federal officials are encouraging people to self-quarantine, and many workplaces have closed or significantly reduced their hours. Through no fault of their own, many tenants will now be unable to pay their rent or bills. The choice to keep your tenants safe is in your hands by freezing rent for at least a full month during the COVID-19 crisis. In order to protect the health and housing security of your tenants, we call on you to act now so we will not be forced to make choices between keeping our loved ones safe and risking our own lives and the lives of other vulnerable, immunocompromised populations in our community. We are gripped by the COVID-19 crisis, with jobs sending people home and no paid sick leave. Without work, without paid sick days, many of us will not be able to afford our rent payments come April 1st. Please consider not collecting this upcoming month's rent in order to prioritize the safety and lives of your tenants. Instead we ask that you turn your attention to banks and the government for a solution.

In community,

[insert your name, and the names of other neighbors signing on]

3. Continue to spread the word, to friends, neighbors, family, and community members!

The best next steps you can take are to spread the word to people around you, and to put pressure on your local government to suspend rents state-wide. Many states have already implemented eviction moratoriums and policies for mortgage relief, so it's reasonable to ask for rent payment moratoriums next. See [here](#) for a list of regional resources, petitions, and groups. You can also hang a white sheet out your window or put a white piece of paper in your window to signal to others in your neighborhood that you're participating, or add [this frame](#) to your Facebook profile picture!

ORGANIZATIONS & TACTICS:

This [organizing guide from the Philadelphia Tenants Union](#) has some clear, step-by-step tactics (and some negative opinions on Rent Strikes). The [TANC Pandemic Organizing Guide](#) also has some good tips on how to build a tenant's council in your building. Finally, this [article from The New Inquiry](#) has a list of tenant's unions around the country (it's not comprehensive, so if you don't see your area on here it doesn't mean a tenant's union doesn't exist! Look up your local tenant's union -- although they may not support a rent strike).

GENERAL TACTICS

- Organize with your neighbors and others who share the same landlord in other properties. **It cannot be overemphasized that there is strength in numbers**, and that it would be best to win a supermajority. **Organizing is built on strong relationships**, so befriending, sharing resources with, listening to, and helping other people will put you in a safer and more secure position.
- Ideally and traditionally, the best way to organize a rent strike campaign involves building trust with people face to face. Obviously right now that is more difficult. When reaching out initially it can be a good idea to not put all your cards on the table at once: maybe start with mutual aid or a check-in. But if you do want to go in hot and still protect yourself in case someone snitches, **you could distribute posters with a new email or google voice number attached, and then deputize respondents**. Keep yourself safe and be smart.
- You can try to negotiate with the landlord. Appeal to empathy and compassion, explain the times and your particular situation within them (income loss, health, anxieties, etc). Paying $\frac{1}{3}$ rent might also be a win, or even just working together to get the building's needs met. Some tenant's councils have convinced their landlords to make laundry free during the crisis. **Make sure that you keep copies of all letters you send, be wise with your language and consider potential ramifications**. You could also work together with your landlord to lobby governments for both rent and mortgage relief. Governmental action does seem like a real possibility right now, but we certainly shouldn't count on it. Our actions right now are important.
- Putting rent into an escrow account might also be helpful, as withholding rent can be a more powerful position than the non-payment of people who simply do not have rent to pay. **Make your demands clear and state that when they are met, the rent will be released**. This will be more impactful the more tenants you have on board, and also requires buy-in from allies who are able to pay their rent.
- Demonstrating malpractice, slumlording, etc, may also be effective in buttressing a strike -- indeed in "normal" times it is often the impetus for a rent strike. Additionally, landlord "shaming" can be both an effective and a dangerous tactic (for example, leaving posters all over the neighborhood saying the landlord has raised rent or is endangering tenants during the outbreak). **Be careful**. Be creative.
- [Squatting](#) may become a widespread tactic again in the USA if the real estate market crashes. It's possible to stay in formerly rented properties and/or to occupy new ones, simultaneously (maybe creating social centers), or as a backup. Resources: [How-to manuals](#), [Foreclosure Site Maps](#), [Foreclosure and Foreclosed Homes](#), [Squatters Handbook: Political Squatting Tips](#), [Information on Squatter's Rights](#), [Twitter page for LA's Reclaiming Homes](#), [Twitter page for Bay Area Moms 4 Housing](#). With 90-day eviction ordinances popping up all over the place, **this could be the best time EVER for squatting**. ([Homeless AirBnB Squatters](#))

SAFETY:

[Security Culture](#) “Required Reading”

[Stay secure during the Covid-19](#): some resources from online security activists at the Electronic Frontier Foundation.

[Tips for Tenants on Police and ICE](#): in English and in Spanish.

[ICE-HSI investigation manuals](#): very important as they show how they direct prosecutors to lie and cover up exculpatory evidence to secure convictions and deportations against those without the resources to fight & [ICE Patrol](#) - handy scraped public directory of LinkedIn profiles

File hosting websites: Mega.nz, Anonfile.com via tor browser or tails, [vshare.is](#), Onionshare, [AnonFles](#)

Free website creation platforms: wix, weebly, wordpress, etc... [very easy to learn online!]

GENERAL RESOURCES and FURTHER READING:

[Real time documentation of coronavirus case numbers](#), by country and region.

A [collection of flyers](#) about CareStrike and Rent Strike in multiple languages, and [another one](#).

[Keepyourrent.com](#): website for a rent strike group. Toronto-specific information as well as useful general resources for organizing.

[RentStrike2020.org](#): petitions for state governments to suspend rent, mortgage, and utility payments for at least two months.

[RentsDue.org](#): website with templates for calling and writing your local representatives to advocate for financial relief (in the United States).

[Covid-19 Emergency Tenant Protections Map of USA](#): Here is a [map](#) documenting which regions have passed emergency tenant protections, and [an article listing them](#) as well.

[5 Demands Global Site](#): a website with more information about the CareStrike. Has a useful FAQ section on the Rent Strike, as well as a hotline and email (text: (316) 742-0167; voice: (316) 804-8701; email: hello@5demands.global).

[Covid-19 Resources for Undocumented Communities](#): a Google sheet with resources for undocumented families in English and in Spanish. Linked resources available in further languages.

[TANC Pandemic Resource Guide](#): a Google Doc with step-by-step information on how to form a tenant's council. Great ideas for other demands tenants can make to landlords besides a rent strike.

[Pandemic Financial Resources Info](#): a Google Doc with some links to news stories documenting unemployment and eviction relief.

[Collective Care is our Best Weapon Against Covid-19](#): a Google Doc with links to many mutual aid networks and relief funds across the United States and internationally

A [tweet](#) advising tenants whose landlords receive an FHA loan.

[Rent Is Theft](#): an old website explaining a deeper position against rent generally.

PODCASTS & VIDEOS

[Podcast from Rebel Steps on Participating in a Rent Strike](#) Clear, comprehensive current overview. Very Good.

[Rent Strike Podcast](#): Includes a concrete how-to interview with a tenant organizer and talks about why people should participate.

[Short YouTube video](#) explaining the rent strike.

[Rent Strike 101](#) Training Audio/Video with a Californian focus but good extractable ideas

[Security Culture Primer](#) audio version of crimethinc article.

[Parkdale Documentary](#): 30 minute YouTube documentary on a rent strike that happened in 2017 in Toronto. Also a link to Parkdale Organize's [website](#).

[The Final Straw Podcast](#): Doing For Selves - Open Source Supplies and Tenant Organizing, Legal hacks and lots of interesting tactics [Relevant part starts 35 minutes in, the first part is kinda.... :\]

[Tactical Podcast about Organizing \(/vs mobilizing\)](#) Labor organizer Jane McAlevey gives a master class in political organizing.

[Phone Zap Campaign](#): Interview with Oakland Chapter of IWOC with ideas for mounting and winning a call-in campaign, and general resources and tips for general [phone banking](#).

REGIONAL:

Information specific by place but very often with cross-applicable ideas and possibilities. This document is a work in progress, so if your area is not on there it doesn't mean there isn't organizing happening! [in fact, we know there is so much more than this, just look for it]

Here is a [map](#) documenting which regions have passed emergency tenant protections, and [an article listing them](#) as well.

State-by-state petitions to enact a rent and mortgage moratorium can be found at [this site](#).

[Mutual Aid Groups During Coronavirus](#): [Scroll to the bottom of this article for helpful overview of ongoing mutual aid organizing efforts in different cities] [Also can be worth looking up local Tenants Unions, although they can be quite skeptical of the rent strike idea. Hopefully that will change.]

Join [this](#) rent strike Telegram chat if you are interested in being more involved in national coordination.

WEST:

PUGET SOUND

[Link to join the Puget Sound area Telegram group](#) (Telegram is a free, and relatively secure chatting app)

[Olympia Rent Strike](#) Olympia, WA's central webform for committing to strike. Also can be "copied" through the

website if you wanna make one for another city.

[RentStrike Blog](#) with Seattle-specific recommendations, resources, and templates.

[Letter to a landlord template](#) that cites WA-specific info on the eviction moratorium.

PORTLAND

[Portland Rent Strike toolkit](#) in English and Spanish.

BAY AREA

[Link to join the Bay Area Telegram group](#) (Telegram is a free, and relatively secure chatting app)

[Bay Area Rent Strike](#)

[A sample letter for San Francisco renters](#). Sending a letter is necessary cover right now to activate protections against eviction.

[Petition from trans-led organizations to CA's governor](#) that includes housing demands.

[More CA specific letter templates](#) and legal resources.

TANC (Tenant and Neighborhood Councils) [site](#) and [organizing guide](#).

LOS ANGELES

[Link to join the LA Telegram group](#) (Telegram is a free, and relatively secure chatting app)

[LA rent freeze petition & demands](#); [Petition from trans-led organizations to CA's governor](#); [LA rent freeze Facebook event](#)

[Sample Letters For CA Covid-19 unable to pay rent/rent strike/rent suspension/forgiveness](#)

["Naming the Moment: They Say Rent Hike. We Say Rent Strike"](#); [Specific info on LA demands](#)

[L.A. Tenants Union Handbook](#); [LA Tenants Union Covid-19 Demands](#); [LA Tenants Union Rent Strike Guide](#)

ORANGE COUNTY

[Link to join the OC Telegram group](#) (Telegram is a free, and relatively secure chatting app)

COLORADO
[Colorado Rent Strike and Eviction Defense](#)

EAST COAST:

NEW YORK

[Rent Strike 2020 and Forever Resources](#) (NY specific but generally useful).

[NYC Rent Strike website](#).

[Reclaim Our Homes / Mortgage Suspension Now!](#)

Housing Justice for All has an active petition for a rent freeze in New York State, including demands to house the homeless, and to freeze evictions.

Legal Resources for NYC tenants in the form of a [Housing Justice for All FAQ](#) and [directions](#).

BOSTON

Email AllstonBrightonMutualAid@gmail.com to get involved: they are working on mapping the major property management companies and, long term, mapping vacant properties.

DC

DMV Rent Strike [Instagram Page](#) and [Google Drive Folder](#).

PHILLY

[Philadelphia Tenant Union's Organizing Guide](#).

MIDWEST:

CHICAGO

[CHICAGO](#): website with mostly Chicago-specific resources, with more planned.

[FAQ specific to Chicago](#) which may be helpful (modified for your city's landlord-tenant law). [Keep Your Rent](#) PDF with FAQ on why keeping rent makes sense.

[Midwest Rent Strike Stuff](#) on Twitter.

[Petition to Illinois Gov](#) on Google Docs.

[Autonomous TU Organizing Guide](#).

OKLAHOMA

[Oklahoma petition for rent freeze](#).

WISCONSIN

Wisconsin rent strike and mortgage strike [website](#) with local resources.

You can email wiscorentforgiveness@gmail.com with questions.

Madison Rent Strike [Instagram](#), and Cancel Rent Wisconsin [FB page](#) and their [statewide rent freeze petition](#).

SOUTH:

RICHMOND

Richmond Rent Strike [Twitter](#) and [Richmond For All's Instagram page](#).

RALEIGH

[Tenants' organizing kit from Raleigh, NC](#) on a Google Doc

AUSTIN

[Austin Rent Strike Declaration PDF](#).

[Austin TX Rent Strike](#): Austin, TX's central webform for committing to strike, downloading templates and flyers/posters. Please spread widely. Also can be "copied" through the website if you wanna make one for another city.

ATLANTA

[Link to join the ATL Telegram group](#) (Telegram is a free, and relatively secure chatting app)

Atlanta Survival Program's website has a [page on the rent strike](#).

INTERNATIONAL:

CANADA

[Cancel Rent](#) petition for all of CA,

[Link to join the Carestrike Canada Telegram group](#) (Telegram is a free, and relatively secure chatting app)

[Keepyourrent.com](#): website for a Toronto-based rent strike group. Toronto-specific information as well as

useful general resources for organizing.

[Greve des loyers](#): Quebec's rent strike website in French and English.

MORTGAGE STRIKE RESOURCES

Link to join the [Mortgage Strike Telegram group](#) (Telegram is a free, and relatively secure chatting app)

CRITIQUE

This document was created and compiled very quickly. We drew sources from the Rent Strike 2020 Telegram thread and took inspiration from this [Rent Strike NY document](#) and others. Please recognize that this is the advice and thoughts of two people who are in no way experts. Feel free to disagree with us. We recognize that this document is incomplete and full of holes. We would love to expand this document. If you'd like to add any of the following things to this document, please feel free to edit the live version [here](#) (please note - this link is not always reliable, our apologies. Elements of this may be incorporated into further projects, please feel free to lift anything that might be helpful)

- Further information and resources to mortgage holders.
- More feedback and ideas on tactics to engage neighbors and landlords. (and better organized and a feedback section from people who are trying neo-corona-organizing-tactics)
- Translations and resources in languages other than English.
- Updates on utility shut-off moratorium policies and eviction proceedings, region-by-region, in real time.
- A template letter for allies who can pay rent but want to strike in solidarity to send to landlords.
- More information about the legal ramifications and risks of a rent strike, and more legal information in general.
- More tactics for forming solidarities with landlords and working with them to put the pressure "upwards" onto banks and government.
- TOTALLY NEW TACTICS AND IDEAS to deploy right now (something huge and pink maybe??)
- More scripts and form letters to send to neighbors, landlords, and representatives.
- More organizational contacts and advice on networking with local relevant organizations, and general advice on how to find/bargain for/otherwise acquire legal advice.
- Renter's Rights 101 information, and links to local tenant's rights organizations or legal resources.
- Links to funds that have been established to financially support rent strikers.

PSA: THIS GUIDE IS IN NO WAY COMPREHENSIVE AND MAY CONTAIN ERRORS!!!!

[IT IS IN MANY WAYS A PLACE-HOLDER]

LETTER AND FLYER TEMPLATES:

Trying to draft a letter to your landlord to notify them you won't be paying rent, or reach out to your neighbors to organize together? Check out these templates people have been using for some guidelines/inspiration:

[Landlord Letter Template](#): Lawyer-approved (WA specific but potentially adaptable) draft letters to landlords, employers, credit card companies, banks, courts, and more. stating an inability to pay rent on April and May 1.

[Tenant Outreach Template](#): a draft letter to send to your neighbors! And [Another One](#)! And [one that could help you establish a mutual aid network within your building](#). [Here is another](#). [And another](#). [And another](#). [And another!](#) [Okay, last one](#). [Actually One More](#).

Sample Letter - From Renters, to Landlords, From Those Impacted by COVID-19 **(WA specific & allegedly lawyer-approved)**

Date (Landlord name) (Landlord Address) (Landlord Email)

Re: My tenancy at (address)

Due to the recent Washington COVID-19 crisis, I will be unable to pay my rent in a timely manner. I am giving you this advanced notice in writing as a courtesy. By violating the Governor's order, you may be subject to criminal penalties pursuant to RCW 43.06.220(5). On March 18, 2020, Governor Inslee enacted a moratorium on evictions. An excerpt of that Proclamation reads:

...based on the above noted situation and under the provisions of RCW 43.06.220(1)(h), and to help preserve and maintain life, health, property or the public peace, effective immediately and until April 17, 2020, I hereby prohibit the following activities related to residential evictions by all residential landlords operating residential rental property in Washington State:

1. Residential landlords are prohibited from serving a notice of unlawful detainer for default payment of rent related to such property under RCW 59.12.030(3).
2. Residential landlords are prohibited from issuing a 20-day notice for unlawful detainer related to such property under RCW 59.12.030(2), unless the landlord attaches an affidavit attesting that the action is believed necessary to ensure the health and safety of the tenant or other individuals.
3. Residential landlords are prohibited from initiating judicial action seeking a writ of restitution involving a dwelling unit if the alleged basis for the writ is the failure of the tenant or tenants to timely pay rent. This prohibition includes, but is not limited to, an action under Chapters 59.12 or RCW 59.18 RCW.
4. Local law enforcement is prohibited from serving or otherwise acting on eviction orders that are issued solely for default payment of rent related to such property. Nothing in this Proclamation is intended to prohibit local law enforcement from acting on orders of eviction issued for other reasons, including but not limited to waste, nuisance or commission of a crime on the premises.

Thank you for your understanding during this crisis. I am monitoring the programs available to assist renters and I will give you updates about my ability to return to work as I get them from my employer.

Signed,

_____ (your name printed below signature)

Sample Letter 5 - For Arts Organizations and Non-Profits

To Whom it May Concern,

It is unprecedented to have the entire globe press a unilateral pause button--not only the business sector, but the arts and culture sector at the same time. The economic ramifications for everyone are already disheartening, even as they forward us all into an era of creative solution mapping like never before. One that we can only take one month at a time while we collectively navigate so many potential losses.

As a 501c3 non-profit arts and culture organization whose income is centered around the gathering of people through educational and performance events, our sources of income have not only been brought to a halt, we are also in a position of refunding the ticket and workshop sales that have made up most of our 2020 budget so far.

Now with the statewide Executive Order _____, our spaces and all artistic programs are completely shuttered for an unknown period of time, making our way forward more precarious than ever. We have been forced to pause all activities and are increasingly aware that we are all in this position together---landlords, lenders, tenants, small businesses, employees, non-profit orgs, entertainment workers, artists, independent contractors...the ripples go on and on.

In the meantime, the private and public sectors are going to have to work together to see what we can do to mitigate the challenges that are facing all commercial tenants and all commercial landlords in the country. While we wait for local, state and federal relief programs to come though, we are all pressing pause. Landlords are talking to lenders for relief, and tenants are talking to landlords for relief.

We have copied this letter to [insert city] City Council, US Senate and [insert county] County Commissioner offices so they have an idea of what small non-profit organizations, as well as the landlords from whom we rent from, are facing.

APRIL RENT PROPOSAL

Before the COVID crisis, our organization had [insert #] revenue streams. Those are highlighted below, with the % of annual income those streams represented.

[EXAMPLES, add your own based on 2019 Total Budget]

- 1) Artistic Programs (Ticket and Workshop Sales) = __%
- 2) Space Rentals = __%
- 3) Concessions Income = __%
- 4) Government Grants, Foundation Support and Individual Donations= __%

Around __% of our Artistic Program Income (category 1) is generated through our [insert current cancelled programming]. In addition to the cancellation of all other performances, rentals and events that were scheduled from mid-March through mid-May (so far), these programs were also cancelled. The past __ months of planning, administrative costs and marketing for those programs are unrecoverable losses and we are currently refunding all ticket and workshop sales. At this time, revenue streams 1-3 have completely dried up. Taking all of this into consideration, we would like to use a percentage rent lease approach to our rent in April.

For April 2020, We are projecting \$0 income. If we pay ____% of our income towards rent in April, that will be \$0.

We are optimistic this will change. We are currently exploring the possibility of some revenue being generated through [insert revenue possibility], at least to support some of our affiliated artists who are even more impacted by these circumstances than we are. We are also hopeful that we will be able to utilize our spaces again for artistic programs and rentals by June at the latest. But, clearly it is going to take a bit of time for us to navigate all of these rapid changes.

So, we are proposing that rent and NNNs be fully abated for April. This is really just a first step to provide immediate short term rent relief. It is a band-aid intended to give us all time to learn more about still developing governmental relief programs and to better understand how we are going to weather this storm together.

Percentage Rent Approach

[insert org name] 2019 Income: \$ [insert total income]

2019 gross annual rent: \$[insert total rent expense] (includes NNNs)

For 2019, our rent was ____% of our total income (Percentage Rent).

**To get this number you divide annual rent by annual income.*

NEXT STEPS:

We will be focusing all of our efforts and energy into the survival of [insert org name]. We will be applying for the Federal, State, and City grant funding that will be made available here soon. Hopefully, by May, property owners and business owners will be seeing more direct relief from the public sector.

In the meantime, if there is anything we can do to help discussions with your lenders, please let us know.

Best Regards,

Name, Role and Organization